

UNITED STATES COURT OF APPEALS
ELEVENTH JUDICIAL CIRCUIT
ATLANTA, GEORGIA

Vacancy Announcement

The Circuit Mediation Office has an opening for the position of **Circuit Mediator**. The position will be located in Tampa, Florida. The incumbent will preside at mediation conferences in selected civil cases on appeal. The primary purpose of the mediation is to settle cases and eliminate them from the court's docket. Duties include leading discussions of the procedural and substantive legal issues involved, conducting economic analyses of a case's settlement value, and probing for each party's interest in an effort to help the parties create and explore options to continued litigation.

A circuit mediator, who performs sensitive and sophisticated case evaluation and mediation work, must have *exceptional* legal skills and experience, including:

- o Be a graduate of an accredited law school, be admitted to practice before the highest court of a state or territory of the United States, and have at least six years of litigation, negotiation, mediation, or judicial experience, *a substantial portion of which involved litigation and appellate work in federal courts*.
- o Thorough knowledge of all aspects of civil law and legal procedures.
- o A comprehensive understanding of the dynamics, costs, impacts, and strategies of the litigation process.
- o The ability to analyze complex legal and practical aspects of a case.
- o An aptitude for collaborative problem-solving and consensus building processes.
- o The ability to deal persuasively and tactfully with strong-willed and sophisticated counsel and parties and to develop creative and practical solutions in cases involving a wide range of disputes and personalities.
- o The ability to work independently without supervision, exercising judgment and discretion to maintain party confidences, control direction of negotiations, and modify the subsequent course of proceedings.
- o Mediation training and experience.

You may apply by sending (1) your resume and (2) a letter stating how you meet each of the above qualifications and relating your achievements, skills, and successful experience in mediation to Personnel Specialist, United States Court of Appeals for the Eleventh Judicial Circuit, 56 Forsyth Street, NW, Atlanta, Georgia 30303. The starting salary range is \$72,000 to \$85,000 (CL 31), depending upon experience. **The application deadline is April 30, 1998, or until filled.** The court is an equal opportunity employer.

EMPLOYEE BENEFITS

Employees of the United States Courts are entitled to the same benefits as other federal government employees. They are not part of the Civil Service system, however. Some of the benefits of federal service are:

PAID VACATIONS	From 13 to 26 days per year depending on length of federal service.
PAID HOLIDAYS	10 days per year.
SICK LEAVE	13 days per year.
HEALTH INSURANCE	Employees may participate in the Federal Employees Health Benefits Program, and may choose from plans provided by several insurers. The government contributes up to 75% of the premium, depending on the plan selected.
WITHIN-LEVEL SALARY INCREASES	Within each salary classification level there are 61 "steps." Based upon performance, employees within the Developmental Range (steps 1-24) are eligible for step increases every 13 pay periods and employees within the Full Performance Range (steps 25-61) are eligible for step increases annually.
TIME IN SERVICE	Time in service with other federal agencies and prior military service is credited for the purpose of computing employee leave and retirement benefits.
RETIREMENT	Employees contribute 8.45% of their salary toward a retirement plan, to which the government also contributes (a portion of which is social security). Employees may also participate in a voluntary tax-deferred Thrift Savings Plan. Benefits are generally available upon retirement at age 60 with 20 years of service or at an earlier age with 30 years of service. Reduced benefits may be available with fewer years of service. Specific details are available upon request.

THE UNITED STATES COURTS ARE EQUAL OPPORTUNITY EMPLOYERS